

## CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 1/13/2011

Action Requested By:  
Animal Services

Agenda Item Type  
Motion

Subject Matter:

Animal Services Clerk Position

Exact Wording for the Agenda:

Request for approval to advertise and fill one (1) permanent, full-time position of Animal Services Clerk, Grade 8 (Animal Services)

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

This approval is being requested because few or no applicants would be received when advertised within all City departments.

Associated Cost: 0.00

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: \_\_\_\_\_



Date: \_\_\_\_\_

12.13.11